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Minimum Qualification Specifications
for the Class:

AGRICULTURAL EQUIPMENT DEVELOPMENT WORKING SUPERVISOR
(AGRIC EQUIP DEV WKG SUPVR)

Basic Requirement:

Either experience (paid or unpaid), education, training or any combination thereof, which demonstrates the ability to read and to comprehend and apply written and oral directions and the ability to communicate effectively orally and in writing.

Graduation from high school may be substituted for the above Basic Requirement.

Experience Requirement:

One (1) year of experience in a machine shop or in an instructional or research laboratory performing work activities which demonstrated possession of journeyman trades skills required in the modification and fabrication of agricultural equipment and machinery. The work experience must have provided the applicant with knowledge of the methods, practices, tools, equipment and materials (such as lathes, drill presses, welding and cutting torches, milling machines and sheet metal and other machine shop tools) used in the design and development of prototype and existing machinery and equipment systems and the ability to independently perform such work from orally described design concepts, rough sketches and blueprints. The experience must also have provided the applicant with knowledge of applicable safety requirements.

Supervisory Aptitude: In addition, applicants must show evidence of supervisory aptitude.

Supervisory aptitude is the demonstration of aptitude or potential for the performance of supervisory duties through successful completion of regular or special assignments which involve some supervisory responsibilities or aspects; by serving as a group or team leader, or in similar work in which opportunities for demonstrating supervisory capabilities exist; by completion of training courses in supervision accompanied by application of supervisory skills in work assignments; or by favorable appraisals by a supervisor indicating the possession of supervisory potential.

Quality of Experience:

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he has the ability to perform the duties of the position for which he is being considered.

Selective Certification:

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. In such positions, certification may be restricted to eligibles who possess the pertinent experience and/or training required to perform the duties of the position.

Agencies requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Tests:

Applicants must qualify on the appropriate examination for the class. For non-competitive actions, the examination may be waived.

Physical and Medical Requirements:

Applicants must be physically able to perform, efficiently and effectively, the essential duties of the position which typically require the ability to read without strain printed material the size of typewritten characters, glasses permitted, and the ability to hear the conversational voice, with or without a hearing aid, or the ability to compensate satisfactorily. Handicaps in these or other areas will not automatically result in disqualification. Those applicants who demonstrate that they are capable of performing the essential functions of the position will not be disqualified under this section.

Any condition which would cause applicants to be a hazard to themselves or others is cause for disqualification.

Any disqualification under this section will be made only after a review of all pertinent information including the results of the medical examination, and requires the approval of the Director.

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This is the first minimum qualification specification for the new class AGRICULTURAL EQUIPMENT DEVELOPMENT WORKING SUPERVISOR which is a result of the Civil Service Commission's decision on a classification appeal.

Effective date: June 16, 1978

DATE APPROVED: 7/28/82

DONALD BOTELHO
Director of Personnel Services